



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

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STANDARDIZATION GUIDELINES

The Office of Food Protection and Consumer Health Services has prepared this document to clarify the marking of compliance status on the Food Service Facility Inspection Report (Form 1217, dated 10/08), and to assist local health department food program staff in carrying out retail food inspections in accordance with the provisions of **COMAR 10.15.03 Food Service Facilities**.

The item numbers in this document correspond to those on the inspection report form. Examples of a number of possible inspection observations are included, grouped under the appropriate compliance item. References to the specific COMAR citation are included following each entry.

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GENERAL INFORMATION ON USE OF GUIDELINES

Critical Items

Critical Items, numbered “1” through “9” on the inspection form, are food safety requirements which must be followed to reduce the incidence of food-related illness and injury. These items are marked by circling the appropriate compliance status designation, with choices including:

IN	In compliance with the Code of Maryland Regulations 10.15.03 Food Service Facilities
OUT*	Out of compliance with the Code of Maryland Regulations 10.15.03 Food Service Facilities
N/O	Not observed
N/A	Not applicable

*Generally, a mark of “OUT” must be based on actual observations made in the facility at the time of the inspection.

Good Retail Practices

Good Retail Practices (GRP)s, numbered “10” through “33”, are preventive measures which control the introduction of pathogens, chemical, and physical objects into foods. Any out-of-compliance GRPs are marked with an “X” in the box next to the item number in this section of the form.

Note: In both the Critical Item and GRP sections, the “COS” block is marked with an “X” when an out-of-compliance item is corrected on-site during the inspection, while the “R” block is marked with an “X” when an out-of-compliance item is a repeat violation from the previous inspection.

Inspection Types and Related Forms

1. **Monitoring**, use DHMH Forms# 1217 and 1218.
2. **HACCP Compliance**, use DHMH Forms# 1217, 1219 (and 1218, if needed). This inspection *can only be performed if some form of food handling or preparation is occurring during the visit*.
3. **Comprehensive**, use DHMH Forms# 1217, 1218, and 1219. This inspection includes #1 and #2 (see above), plus an evaluation of the physical facility.

Required Inspection Frequencies

Refer to COMAR 10.15.03.30 and Maryland Interpretive Memo (MIM) 08-08, “Inspection Frequency”, issued 8/19/08, for required inspection frequencies.

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STANDARDIZATION GUIDELINES for Critical Items (1-9)

Food Source and Protection (items 1-2)

1 Food obtained from an approved source

IN	Food served to the public is obtained from an approved source.
OUT	Food served to the public is obtained from an unapproved source.

Do not mark this item N/O or N/A.

Unapproved food manufactured by retail facility. 10.15.03.24

Food not obtained from an approved source (e.g. reduced oxygen packaged foods and bakery products not prepared by a licensed processor). 10.15.03.04A(4)

NOTE: Certain foods are not required to come from a licensed processor, if sold at farmers markets and/or bake sales in compliance with this Chapter (COMAR 10.15.03).

Milk and milk products not sold or served in accordance with applicable regulations. 10.15.03.04C & D

Frozen desserts not manufactured and sold in accordance with applicable regulations. 10.15.03.04E

Shellfish, crab meat, and seafood not processed or packaged in accordance with applicable regulations. 10.15.03.04F-H

Meat and poultry not inspected for wholesomeness by an approving authority. 10.15.03.04I

Ice not from an approved source. 10.15.03.04J

Shell eggs not obtained from approved source, or using sub-grade A eggs. 10.15.03.05A(1)

Using non-pasteurized eggs or egg products when pasteurized eggs are required. 10.15.03.05A(7)

Culinary steam not approved. 10.15.03.18E

2 Food separated and protected from adulteration, spoilage & contamination

IN	Food served to the public is wholesome and free from contamination; not adulterated; and safe for human consumption.
OUT	Food served to the public is not wholesome or free from contamination; adulterated; or unsafe for human consumption.

Do not mark this item N/O or N/A.

NOTE: Practices which could lead to adulteration, spoilage, or contamination are marked under Item #16.

Ready-to-eat food cross-contaminated by people, equipment, or non-ready-to-eat food. This item is marked when an employee is observed touching ready-to-eat food with *visibly soiled* hands. 10.15.03.04A

Food not in sound condition, spoiled, or contaminated, including severely dented, swollen, or leaking cans. 10.15.03.04A

Ice intended for consumption is contaminated by stored items. 10.15.03.04J(3)

Food contaminated during storage, preparation, display, service, and/or transportation. 10.15.03.06A(1)(b)

NOTE: Food, including bar ice, does not need to be covered during preparation and service, unless it is subject to likely contamination from drip or splash.

Non-refrigerated potentially hazardous bakery products, approved for room temperature storage, are offered for sale beyond the sell-by date. COMAR 10.15.03.06C(3)(c) (Also, see items 6a and 14.)

Employee Health and Hand Washing (items 3-4)

3 Food workers with infection or diarrhea restricted in accordance with COMAR 10.06.01 Communicable Diseases and Related Conditions of Public Health Importance

IN	Food workers with infection or diarrhea restricted or excluded.
OUT	Food workers with infection or diarrhea not restricted or excluded.

Do not mark this item N/O or N/A. Compliance status is determined based on observation, employee interview, and/or required communicable disease reporting.

Food handler has a communicable disease or is exhibiting symptoms as specified in 10.15.03.14A-D.

4 Hands clean and properly washed

IN	Hands clean and properly washed.
OUT	Hands not clean or improperly washed.
N/O	Only mark N/O in rare case where observation cannot be made because no food workers are present.

Do not mark this item N/A.

Food handler not thoroughly washing hands and exposed arm areas with soap and warm water before handling exposed foods or food contact surfaces, or before starting work.

10.15.03.14E

Food handler's hands not clean while handling food. 10.15.03.14G

Potentially Hazardous Food (items 5-7b)

5 Cooling: time and temperature-

Pending equipment upgrade or replacement during the phase-in period ending December 17, 2012, cold holding temperatures observed may range from below 41°F to 45°F during storage or display. Temperatures above 45°F are marked "OUT".

IN	Potentially hazardous cooked food's internal temperature is cooled from 135°F to 70°F within 2 hours and from 70°F to 41°F or less within an additional 4 hours.
OUT	Potentially hazardous cooked food's internal temperature is not cooled from 135°F to 70°F within 2 hours and from 70°F to 41°F or less within an additional 4 hours.
N/O	No cooling of food at the time of the inspection.
N/A	Facility does not cool food.

Food not cooled from 135°F to 70°F within 2 hours and from 70°F to 41°F or less within an additional 4 hours. 10.15.03.11A(1)

Ready-to-eat potentially hazardous food for cold service, such as tuna salad, not cooled to an internal temperature of 41°F within 4 hours. 10.15.03.11A(2)

NOTE: Pre-chilled ingredients not required.

6a Cold holding: temperature-

Pending equipment upgrade or replacement during the phase-in period ending December 17, 2012, cold holding temperatures observed may range from below 41°F to 45°F during storage or display. Temperatures above 45°F are marked “OUT”.

IN	The internal temperature of a potentially hazardous food is kept at 41°F or less.
OUT	The internal temperature of a potentially hazardous food is not kept at 41°F or less.

Do not mark this item N/O or N/A.

Cold food not held at or below required temperature during storage, display, or transport.
10.15.03.06B(7)

Internal temperature of pasteurized crab meat not maintained at 38°F or below.
10.15.03.06B(9)

Potentially hazardous reduced oxygen packaged products not maintained at 38°F or below, or as specified by manufacturer. 10.15.03.06B(10)

Shell eggs and shellfish not at an ambient air temperature of 45°F or less.
10.15.03.06B(11)

Cold food placed on display is held above the required cold food temperature standard for more than 2 hours, or an unverifiable period of time. 10.15.03.06C *This reference only applies during display or service.*

The time that potentially hazardous food is removed from temperature control for practices like portioning, slicing and mixing, is not minimized. 10.15.03.09C

NOTE: This reference does not apply to potentially hazardous foods prepared from ambient temperature ingredients, which would be marked under item 5 if, during a cooling step, 41°F or less is not reached in 4 hours. 10.15.03.11A(2).

NOTE: When the regulations are revised, 10.15.03.09C(2) will be removed and 10.15.03.09C will be amended to read: *When potentially hazardous food is removed from temperature control for a necessary period of preparation, such as portioning, slicing, or mixing, the time that the food is out of temperature control is minimized.*

NOTE: Cold food preparation is not a Critical Control Point, but a Control Point, where Good Retail Practices (GRPs) must be followed. Also, see note under item 33 for more information.

Bakery products requiring refrigeration are stored at room temperature. 10.15.03.06A(2) and 10.15.03.06C(3) (Also see items 2 and 14)

6b Hot holding: temperature

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IN	The internal temperature of a potentially hazardous food is kept at 135°F or greater.
OUT	The internal temperature of a potentially hazardous food is not kept at 135°F or greater.
N/O	No hot holding of food at the time of the inspection.
N/A	Facility does not hot hold food.

Hot food not held at or above 135°F during storage, display, or transport.
10.15.03.06B(7)

NOTE: Whole roasts cooked and cooled in accordance with 10.15.03.10 & .11 may be held at an internal temperature of 130°F or above.

7a Cooking: time and temperature

IN	Potentially hazardous food cooked to the minimum internal temperature and for the specified holding time in 10.15.03.10.
OUT	Potentially hazardous food not cooked to the minimum internal temperature and for the specified holding time in 10.15.03.10.
N/O	No food being cooked at the time of the inspection.
N/A	Facility does not cook food.

Shell eggs prepared for immediate service, fish, meat, and all other potentially hazardous food not specified elsewhere in 10.15.04.10 not cooked to 145°F for 15 seconds.
10.15.03.10A(2)

Shell eggs not prepared for immediate service, ratites, comminuted fish and meats, commercially raised game animals, and injected meats not cooked to 155°F for 15 seconds. 10.15.03.10A(3)

Whole roasts not cooked to 130°F and held for 112 minutes, or as specified in 10.15.03.10A(1) and 10.15.03.10A(4).

Poultry; stuffed meat, pasta, or poultry; exotic bird species; wild game animals; and stuffing containing fish meat, or poultry not cooked to 165°F for 15 seconds.
10.15.03.10A(5)

Raw animal foods cooked in microwave oven not cooked to 165°F and held for 2 minutes. 10.15.03.10A(6)

7a (continued)

Fruits, vegetables, and commercially processed food for hot holding not cooked to 135°F.
10.15.03.10A(7)

NOTE: Ready-to-eat commercially processed food for immediate service may be warmed to any temperature.

Undercooked seared beefsteak not cooked according to 10.15.03.10C.

Health care facility serving raw or undercooked animal food. 10.15.03.10D

7b Reheating: time and temperature

IN	Potentially hazardous food is reheated within 2 hours to 165°F for 15 seconds.
OUT	Potentially hazardous food is not reheated within 2 hours to 165°F for 15 seconds.
N/O	No reheating of food at the time of the inspection.
N/A	Facility does not reheat food.

Reheated food not rapidly reheated to 165°F for 15 seconds within two hours.
10.15.03.11C

Water and Sewage (items 8-9)**8 Potable hot and cold running water provided**

IN	Facility is provided with potable hot and cold water.
OUT	Facility is not provided with potable hot or cold water.

Do not mark this item N/O or N/A.

Water supply not approved. 10.15.03.18A-E

Water supply is not sufficient. This includes capacity, pressure, and hot water generation and distribution. 10.15.03.18C(2)

Bottled water supply not approved. 10.15.03.18D

Actual cross-connection or physical link is present between potable and non-potable water system. 10.15.03.18H(2)(b) (See item 28 for potential cross-connection).

9 Sewage discharged in accordance with all applicable State and local codes

IN	Sewage discharged in accordance with all applicable State and local codes.
OUT	Sewage not discharged in accordance with all applicable State and local codes.

Do not mark this item N/O or N/A.

NOTE: Clear waste liquid from a condensate or air conditioning drain line is marked under item 28.

Sewage not disposed of properly. 10.15.03.18F & G

Sewage disposal system is overflowing. 10.15.03.18F & G

STANDARDIZATION GUIDELINES for Good Retail Practices (10-33)

Food Temperature Control (items 10-13)

10 Thawing methods

Using an unacceptable method for thawing potentially hazardous food. 10.15.03.09E

11 Cooling methods

Storage of cooling foods in pans greater than three inches in depth. 10.15.03.11B

Using an ineffective method for cooling food. 10.15.03.11B

12 “Time-only”: procedures and record keeping

NOTE: For unapproved use of “time-only”, mark under critical item 6a or 6b.

NOTE: If time limit is exceeded for food held under an approved “time-only” control procedure, mark under critical item 2.

NOTE: “Time-only” control procedures cannot be used for ready-to-eat potentially hazardous food following a cook-cool cycle, for raw ready-to-eat foods such as sliced melon or sprouts, or for pooled eggs.

Approved “time-only” procedures not followed, including lack of identified time limit for use. 10.15.03.08B(1)

13 Thermometers provided and accurate

Lack of an accurate temperature measuring device, such as a metal stemmed thermometer or thermocouple with probe, for internal food temperature monitoring. 10.15.03.06A(2)

When the regulations are updated, this section will be amended to specifically state that a food testing thermometer is required, at present it is implied.

NOTE: To determine thermometer accuracy, verify calibration by reviewing records or by immersing in an ice water bath (32°F), or in boiling water (212°F).

Refrigerated and hot holding units lack accurate, easily readable, properly located temperature measuring devices. 10.15.03.06B(1)

Food Identification (items 14-15)

14 Labeling accurate, truthful, date

Milk offered for sale past sell-by-date. 10.15.03.04C

NOTE: When consumed on the premises of a food service facility, milk may be used up to and including four days past the sell-by-date. (COMAR 10.15.06.03D, Production, Processing, Transportation, Storage, and Distribution of Milk.).

NOTE: Out-of-temperature milk is marked under item 6a, (and, if offered for sale past the sell-by date, item 14 is also marked).

Packaged food, which requires refrigeration, not labeled to indicate the need for refrigeration. 10.15.03.04A(5)

Potentially hazardous bakery products approved for room temperature storage not labeled with sell-by date, or removed from original packaging prior to sale. 10.15.03.06C(3)(a) and (b)

NOTE: When potentially hazardous bakery products approved for room temperature storage are offered for sale following expiration of the sell-by date, mark under item 2. When potentially hazardous bakery products not approved for room temperature storage are stored at room temperature, mark under item 6a.

Food not properly labeled. 10.15.03.12

15 Required records available: shellfish tags, egg records

Shellfish records not maintained for 90 days. 10.15.03.04F

Shellfish not tagged. 10.15.03.04F

Egg records not maintained for 90 days. 10.15.03.05A(5)

Prevention of Food Adulteration, Spoilage, & Contamination (items 16-22)

16 Adulteration, spoilage, and contamination prevention practices during food preparation, storage & display

NOTE: Food which is adulterated, spoiled, or contaminated is marked under critical item 2.

NOTE: Drained ice may be used to keep displayed food cold only during operating hours. See 10.15.03.06A(3)(a).

Reconstituted dry milk or dry milk products used for purposes other than cooking and baking, or in instant desserts and whipped products. 10.15.03.04D

Food or ice stored under water or sewer lines. 10.15.03.04J(3) and 10.15.03.06A(1)(b)

Not using pasteurized eggs and egg products according to 10.15.03.05 & 10.15.03.10.

Unwrapped, previously served food, such as bread, crackers, rolls, or butter, being used as a recipe ingredient, for example in bread pudding, drawn butter, and croutons. 10.15.03.06A(1)(b)

Exposed food stored less than 18 inches off the floor. 10.15.03.06B(2)

Containers of food not protected from contamination during storage, such as raw meat located over, but not actually dripping onto, a ready-to-eat food. 10.15.03.06B(2)

Containers of food are stored on the floor. 10.15.03.06B(2)

NOTE: Metal beverage containers and cased food packaged in cans, glass, or other waterproof containers may be stored on the floor as specified in 10.15.03.06B(3).

Severely overcrowded storage or display of cold foods. 10.15.03.06B(4)

Overstocking refrigerated units. 10.15.03.06B(4)

Packaged food is stored in contact with water or un-drained ice, except where packaging prevents the entry of water. 10.15.03.06B(5)

Food stored in a locker room, toilet room, dressing room, garbage room, or mechanical room. 10.15.03.06B(6)

Frozen food found in an unfrozen state or ambient air temperature of storage freezer found to exceed 0°F (but still within required refrigeration temperature). 10.15.03.06B(12)

16 (continued)

Raw unpackaged animal foods offered for consumer self-service (other than items like sushi, Mongolian BBQ, and frozen, shell-on shrimp and lobster.) 10.15.03.06.C(4-5)

Uncovered ready-to-eat food on display, as in buffets and cafeterias, not protected from contamination. 10.15.03.06C(6)

Condiment items not protected. 10.15.03.06C(8)

Unwrapped, previously served food, such as bread, crackers, rolls, or butter, being reserved. 10.15.03.06C(9)

Food not protected during transportation. 10.15.03.06D(4)

Food for outdoor cooking not prepared inside facility. 10.15.03.07A

Food cooked outside not protected from contamination during cooking and service. 10.15.03.07A

Use of outdoor cooking for other than immediate service to patrons. 10.15.03.07A

Beverages prepared outdoors not protected from contamination. 10.15.03.07B

Raw fruits and vegetables not washed before cutting, cooking, or serving, as specified in 10.15.03.09G(6).

17 Personal cleanliness

Employee washing hands but not using proper hand washing procedure. 10.15.03.14F

Employee not maintaining personal cleanliness. 10.15.03.14H

Lack of clean outer garments. 10.15.03.14H(4)

Lack of effective hair restraint by employee handling exposed food and food contact surfaces. 10.15.03.14H(5)

Employee smoking while working. 10.15.03.14H(7)

NOTE: Evidence of tobacco use, such as cigarette butts, is marked under item #24 (food contact surface) or #30 (non-food contact surface) depending on the location of the evidence.

17 (continued)

Eating or drinking by an employee while working, except when a food preparation or utensil washing employee drinks from a properly covered beverage container.

10.15.03.14H(7) and 10.15.03.14L

NOTE: Employees may taste food only with a clean, sanitized utensil or new single service utensil.

Reuse of cloth towel to dry hands. 10.15.03.18K(4)

18 No bare hand contact with ready-to-eat food & proper utensil use

Employee observed handling ready-to-eat food without proper glove or utensil use, but hands are clean. 10.15.03.09F

Improper utensil used in dispensing food, such as a cup with no handle used to scoop ice. 10.15.03.09F(2) (Also see item 24 for improper *storage* of food dispensing utensils).

Bare hand contact with ready-to-eat food. 10.15.03.14I

Improper glove use. 10.15.03.14J

19 Adequate hand washing facilities supplied & accessible

NOTE: Complete lack of water for hand washing is marked under item 8.

Hand washing sink blocked, not equipped with supplies, not clean, or in disrepair. This includes hand washing sinks serving toilet rooms (do not mark these under item 29). 10.15.03.18K

Hand washing facilities not provided in each food preparation, processing, utensil washing area, and adjacent to all toilet rooms. 10.15.03.18K(1)

Hand sink unable to discharge hot and cold running water or tempered running water of at least 100°F. 10.15.03.18L

Metered faucet not providing at least 15 seconds of flow. 10.15.03.18L

Use of utensil washing vat, food preparation sink, or mop sink for hand washing. 10.15.03.18M

20 Toxic substances: use, storage, labeling

Poisonous or toxic materials present, except for those items needed to maintain sanitary conditions, or in their unopened original containers for retail sale. 10.15.03.13A

Poisonous or toxic material not properly labeled, stored, or used. 10.15.03.13B-G

Sanitizing solution is too strong. (If too weak, see item 26.) 10.15.03.13D(2)

Culinary steam additives not approved. 10.15.03.13E

Uncovered rodent bait station in kitchen. 10.15.03.13E

Medications and first aid supplies not stored separately from food. 10.15.03.13 F & G

Use of non-food-grade lubricants on equipment. 10.15.03.15A(9)

21 Wiping cloths: properly used and stored

Cloths for wiping food spills used for other purpose. 10.15.03.16O(1)

Food debris on dry cloth used to wipe food spills off tableware. 10.15.03.16O(2)

Wiping cloths, when used wet, stored in sanitizer solution that is too weak.
10.15.03.16O(3)

NOTE: When wiping cloth sanitizer solution is too strong mark under item 20.

22 Insects, rodents, and animals: not present, harborage, control means

Evidence of insects or rodents present. For example, live or dead specimens, egg cases, droppings, urine stains, gnawing, nesting material, or rodent burrows. 10.15.03.20A

Doors opening to the outside not tight fitting and self-closing. 10.15.03.20C(1)

Inadequate screening, or lack of air curtain on windows, doors, or other openings.
10.15.03.20C(2-3)

22 (continued)

Insect control device improperly designed or located. 10.15.03.20D

NOTE: Items actually stored under insect electrocution device are marked according to the item being stored, for example, exposed food (item 16), unwrapped single service or single use articles (item 23), and food contact surfaces of equipment and utensils (item 24).

Live birds or animals present other than edible or decorative fish, service animals controlled by the disabled individual, or pets in common dining area of health care facilities during non-meal times. 10.15.03.23L

NOTE: When attached material on walls is not removable or is improperly sealed, mark under item 30. See 10.15.03.21O(3)

NOTE: Improperly covered garbage containers or lack of vermin-proofing, mark under item 27.

Utensils and Equipment: Design, Installation and Storage (items 23-26)

23 Single-use/single-service articles: use, storage, dispensing

Re-use of single use items (#10 cans, plastic buckets, bulk food containers, aluminum pie tins, plastic bags). 10.15.03.15A(3)

Single-service items stored in toilet room. 10.15.03.17G(4)

Boxes of single-service articles stored open or unprotected from contamination. 10.15.03.17H(1)

Single-service articles not handled or dispensed in a manner that prevents contamination. 10.15.03.17H(2)

Re-use of single service articles. Flatware designed for single service use cannot be cleaned, sanitized, and reused. 10.15.03.17H(3)

24 Food contact surfaces & equipment: cleaned and sanitized; storage

NOTE: Examples of food-contact surfaces: beverage dispenser nozzles and mixer splash areas. Interiors of food holding or refrigeration equipment, including shelving, are not typically food contact surfaces. Equipment interiors are considered food contact surfaces only when food touches those surfaces during the intended use of the equipment, or when food can drain, drip, or splash from those interior surfaces onto another surface which normally comes in contact with food.

Improper storage of food preparation or dispensing utensils, for example, ice cream scoop, salad bar spoon, or soup ladle in cup of standing water. 10.15.03.06C(7)

NOTE: For improper use of utensils which results in hand contact with ready-to-eat food, see item 18.

Food-contact surfaces and equipment not effectively cleaned and sanitized by ware washing procedure. For example, finding a residue on a “sanitized” dish or utensil would be marked under this item. 10.15.03.16A

Food-contact surfaces not cleaned and sanitized as often as needed to prevent contamination. 10.15.03.16B

Tableware not cleaned and sanitized after each use. 10.15.03.16B(2)

Food contact surfaces contaminated by improper handling, for example, a fork handled by the tines, or a glass handled by the inside or mouth-contact surfaces. 10.15.03.17A

Storage of equipment, utensils, or food contact surface under water or sewer lines. 10.15.03.17B & C

Exposed tableware stored lower than 18 inches from the floor and not protected by door or enclosures. 10.15.03.17C

Dishes, utensils, and flatware not properly racked during storage. 10.15.03.17C & D

Utensils not air-dried before being stored, for example wet glassware is stacked, or “wet nested.” 10.15.03.17D

Stored kitchenware and containers not inverted or covered when possible. 10.15.03.17E

Flatware not stored in clean containers designed to present the handle to the user. 10.15.03.17F

Food equipment or utensils stored in a toilet room or vestibule. 10.15.03.17G

25 Food contact surfaces & equipment: properly designed, constructed & used

Reuse of soiled tableware (if single-service mark item 23). 10.15.06C(10)

Equipment and utensils with improper materials, design, or construction, i.e. not nontoxic, smooth, easily cleanable and/or free from cracks and crevices. 10.15.03.15A

Food equipment does not meet design standards. 10.15.03.15A(1)

NOTE: Equipment for which no standard exists can be evaluated for approval.

Refrigerated or heated unit is not maintaining temperature because the thermostat is improperly set. 10.15.03.15A(3)

Improper design of food guards. 10.15.03.15A(3)

Inadequate equipment provided for storage, thawing, cooling, reheating, or holding food. 10.15.03.15A(3)

Food contact surface of equipment or utensils stored on an unapproved surface. 10.15.03.15A(4)

Equipment not readily accessible for manual cleaning without a tool. 10.15.03.15A(5)(g)

Cutting boards not made from hard maple, or another material that is nontoxic, smooth, and free from cracks, crevices, and open seams. 10.15.03.15A(8)

Spaces between adjoining, stationary equipment not closed (or sealed, if exposed to seepage). 10.15.03.15A(12)

26 Ware washing facilities: installed, maintained, used; test strips

Improper set-up or operation of wash, rinse, sanitize procedure. 10.15.03.16A-E

NOTE: A three-compartment sink can be used for tasks other than ware washing, such as washing wiping cloths or produce, or thawing food, provided the sink is washed and sanitized before and after use, and an automatic chemical dispenser does not feed into the basin being used.

Gross food particles not removed from food contact surfaces of equipment and utensils, by flushing, scraping, or soaking before washing. 10.15.03.16A(1)

26 (continued)

Sanitization rinse does not meet minimum requirements for time, temperature, or concentration for manual or mechanical operations. This includes use of a chemical sanitizing solution that is too weak. 10.15.03.16A(4)

NOTE: For a chemical sanitizing solution that is too strong, see item 20.

Three compartment sink not adequate in length, width, or depth to accommodate the largest piece of equipment. 10.15.03.16E(2)

Dish table, drainboard, or wall-mounted rack not available for soiled and/or clean utensils. 10.15.03.16G

Wash water temperature in mechanical dishwasher not provided according to specifications. 10.15.03.16H(1) & (3)

Mechanical dishwasher lacks data plate or is not operated according to manufacturer's specifications. 10.15.03.16H(2-3)

Flow pressure during final rinse cycle not between 15-25 PSI. 10.15.03.16H(3)(e)

Lack of pressure gauge on ware washing machine. 10.15.03.16H(3)(f)

NOTE: Machines with a pumped or recirculated final rinse do not require a pressure gauge.

Thermometers on ware washing machine not present or not working. 10.15.03.16H(3)(g)

Automatic detergent dispensers of ware washing machine not properly maintained or operated. 10.15.03.16H(5)

Interior parts of mechanical dishwashers not cleaned as needed. 10.15.03.16H(4) & I

Pre-rinse device not provided for ware washing machine. 10.15.03.16J

Dishes, utensils, and flatware not properly racked during wash, rinse, and sanitize procedure. 10.15.03.16K

Lack of chemical test kit for sanitizer in use. 10.15.03.16L(3)

Physical Facilities (items 27-31)

27 Garbage/refuse properly disposed; facilities maintained

Improperly covered garbage containers or lack of vermin-proofing. 10.15.03.19A

Garbage containers of improper construction or in disrepair, such as missing drain plug.
10.15.03.19A(1)

Containers too small (or inadequate number of containers) to hold garbage accumulating between pickups. 10.15.03.19A(1)(a)

Garbage storage areas, such as rooms or enclosures, not properly constructed or clean.
10.15.03.19A(2-3)

Garbage containers not located on grease resistant, durable surface. 10.15.03.19A(4)

Garbage containers not clean. 10.15.03.19B

NOTE: Brushes used for cleaning garbage containers cannot be used for any other purpose. See 10.15.03.19B(2)(a)

Garbage and rubbish not disposed of daily, or as often as needed. 10.15.03.19D & E

Used cooking grease and oils not stored, recycled, or disposed of properly. 10.15.03.19E

28 Plumbing installed; proper backflow devices

Hot and/or cold water are plumbed to fixtures, but the valve is turned off. 10.15.03.18C
(For hand sink, see item #19)

Plumbing not sized, installed, and maintained properly. 10.15.03.18H

Leaking pipes or faucets. 10.15.03.18H

Potential cross-connection between potable and non-potable water supply. 10.15.03.18H

NOTE: Potential cross-connections may include: indirect waste line not provided where required, and missing or non-functioning backflow prevention devices. An actual link, or physical cross-connection, between a potable and non-potable water system marked under critical item 8.

28 (continued)

Clear liquid discharge from equipment drain lines, causing flooding on floor.

10.15.03.18H(1)

NOTE: Sewage back-up, causing flooding of the floor is marked under item 9.

Backflow prevention devices not installed where needed or not operational.

10.15.03.18H(2)(a)

Indirect waste line not provided where required, for example, in-counter hand sink, utensil sink, food preparation sink, ice making machine, steam table. 10.15.03.18H(4) & (10)

NOTE: Indirect waste connections protect food and food contact surfaces of equipment from contamination by waste water system back-up, while an air gap protects the potable water supply from any source of contamination.

Food waste grinders not directly connected to the sanitary system, or not installed to prevent waste overflow onto food contact surfaces. 10.15.03.18H(7)

Floor drains subject to evaporation are without a water seal or priming device, allowing the entry of sewer gas into the facility. 10.15.03.18H(8)

Overhead waste pipes and fixtures, installed over food storage, preparation, or serving areas, not properly constructed. 10.15.03.18H(11)

29 Toilet facilities: properly constructed, supplied, clean

NOTE: Missing soap or paper towels at toilet room hand sinks is marked under item 19.

Toilet facilities not sufficient in number, inconveniently located, or inaccessible to employees at any time. 10.15.03.18I(1-3)

NOTE: No toilets are required for patrons if tables are for waiting purposes only. When the regulations are revised, 10.15.03.18I(4) will be amended accordingly.

Toilet facilities not properly designed. 10.15.03.18I(6)

Toilet facilities not clean or in disrepair. 10.15.03.18I(7)

Toilet facilities not supplied with toilet tissue. 10.15.03.18I(8)

Covered receptacle not provided in women's restroom. 10.15.03.18I(8)(b)

Toilet room door not self-closing. 10.15.03.18J(2)

30 Physical facilities and non-food contact surfaces installed, maintained & clean

Freezer has ice build-up. 10.15.03.15A(3)

Non-movable, non-food contact surfaces of equipment not adequately spaced or sealed to permit cleaning. 10.15.03.15A(10-11)

Aisles or work spaces between equipment are obstructed, creating a potential for contamination of food or equipment. 10.15.03.15A(13)(a)

NOTE: Minimum aisle widths apply only to new or remodeled facilities; and the approving authority has the discretion to accept a narrower aisle. See 10.15.03.15A(13)(b)(i)-(iv)

Non-food contact surfaces are soiled, for example, ventilation hoods, filters, shelving, refrigerator doors and shelves, gaskets, drawers, and interiors of packaged food display cases. 10.15.03.16N

Floor not in good repair or clean. 10.15.03.21A

Floor in food preparation, food processing, food storage, utensil washing, dressing/locker room, toilet, and walk-in refrigerator room or area not smooth, durable, nonabsorbent, easily cleanable, or grease resistant. 10.15.03.21B

Coved, closed base not installed at the floor/wall juncture. 10.15.03.21C

Mat, floor covering, or duckboard not removable, easily cleanable, or clean. 10.15.03.21D

Carpeting, where allowed, not clean or inappropriate use of carpeting as a floor covering. 10.15.03.21D & E

Pooled water, other than sewage (see item 9), or clear liquid drainage (see item 28), present on floor. 10.15.03.21F-H

Wall, ceiling, door, window, skylight, or similar closure not in good repair or clean. 10.15.03.21K

Walk-in floor, walls, ceiling and door not in good repair or clean. 10.15.03.21K

Block or brick walls in food preparation, utensil washing, or hand washing rooms or areas not filled, sealed, and smoothly finished. 10.15.03.21L

30 (continued)

Walls in food preparation, utensil washing, or hand washing rooms or areas not smooth, easily cleanable, or grease resistant to level of splash. 10.15.03.21L

NOTE: Fiberglass reinforced plastic (FRP) panels are acceptable for wall or ceiling finishes.

Attached material (like pegboard), on walls in a food preparation or utensil washing area, not removable or improperly sealed. (Also see note under item 22). 10.15.03.21L & O

Perforated ceiling tile used in food preparation or utensil washing areas. 10.15.03.21M

NOTE: Acoustical ceiling tile (ACT) in food preparation or utensil washing areas must be faced with a smooth, washable surface such as vinyl.

Exposed pipes and service lines restrict cleaning. 10.15.03.21P & Q

Facility and premises not clean or free of litter and rubbish, such as unused equipment, excess storage containers, or boxes. 10.15.03.23A

Unnecessary people in food preparation and utensil washing areas. 10.15.03.23B

Living or sleeping quarters observed in facility. 10.15.03.23C

Improper storage of mops or buckets in food preparation or storage areas. 10.15.03.23D

Mop water disposed of in utensil sink or food preparation sink. 10.15.03.23F

Not using proper method for floor and wall cleaning. 10.15.03.23G-I

NOTE: Vacuum cleaners, wet cleaning, dust arresting sweeping compounds and brooms can be used in a manner which will not contaminate food or food contact surfaces.

Soiled and clean linens and uniforms not properly stored or handled. 10.15.03.23J

Employee's personal belongings stored in food preparation or utensil washing areas. 10.15.03.23K

Areas not provided for storage of employee's personal belongings and uniforms. 10.15.03.23K

When present, dressing areas not in an orderly condition. 10.15.03.23K(1)(c)

NOTE: For exceptions to the prohibition of live birds and animals inside a food service facility, refer to item 22. (Also see 10.15.03.23L).

31 Adequate ventilation and lighting

Light fixtures not clean. 10.15.03.22A

Light bulb broken or missing, causing insufficient light. 10.15.03.22B

Lighting is insufficient for cleaning and maintenance of the facility, equipment, or food contact surfaces. Lighting at food preparation surfaces is inadequate for employee safety. 10.15.03.22B

NOTE: When the regulations are revised, a statement will be added in 10.15.03.22B stating that the approving authority has the discretion to accept lower lighting levels, as long as inspection indicates compliance with cleaning, maintenance and employee safety standards.

Light bulbs and tubes not shielded over exposed food and utensils. End caps missing on light tube shield. 10.15.03.22C

NOTE: This includes the interior of refrigeration units where there may be exposed food. This does not apply to general overhead lighting in a grocery store. Shatterproof or coated light bulbs are acceptable as a form of shielding.

Infrared or heat lamps not protected by a shield extending beyond the bulb (only face of bulb may be exposed). 10.15.03.22D

Outside air supply or make-up air system not functioning properly. 10.15.03.22E

Rooms not adequately vented to remove excessive heat, steam, smoke, vapors, fumes, or condensation. 10.15.03.22E(1)

Outside venting creating harmful or unlawful discharge. 10.15.03.22F

Grease removal exhaust hood, or heat and steam removal exhaust hood, not provided where needed. 10.15.03.22I & J

Shelf over cooking equipment, and under hood, not provided with adequate deflector or interfering with hood function. 10.15.03.22K

NOTE: When, deflector surface under shelf is not clean, mark under item 30.

Toilet rooms not adequately ventilated. 10.15.03.22M & N

Miscellaneous (items 32-33)

32 Required postings: license, choking poster, consumer advisory

Consumer advisory not posted when required. 10.15.03.10F

License not conspicuously posted. 10.15.03.28D(2)

Choking Poster not posted. 10.15.03.32

33 HACCP plan complies with requirements

NOTE: For HACCP plan requirements, see 10.15.03.33D,E, and F

NOTE: Use of temperature logs for record keeping and verification purposes is strongly encouraged, but not required, as long as the facility can demonstrate that temperatures are routinely monitored, as described in the HACCP plan, and that the specified corrective actions are taken when critical limits are not met.

Critical Control Points (CCPs) not correctly identified in plan. 10.15.03.34E

NOTE: Cold food preparation is no longer considered a CCP step. Hazards during cold food preparation are controlled by Good Retail Practices (GRPs) such as using clean hands and sanitized utensils, and working with small portions at a time to minimize the time that food is not under temperature control (also see note under item 6a).

HACCP plan not updated or readily accessible. This applies only to high and moderate priority facilities. 10.15.03.34A

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